

**Minutes of a Regular Meeting of the Common Council of the Town of Clarkdale
Held on Tuesday, March 9, 2010.**

A Regular Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, March 9, 2010, at 6:00 PM at Clark Memorial Clubhouse, Men's Lounge, 19 North Ninth Street, Clarkdale, Arizona.

CALL TO ORDER 6:00 PM

Town Council:

Mayor Doug Von Gausig
Vice Mayor Jerry Wiley

Councilmember Patricia Williams
Councilmember Curtiss Bohall
Councilmember Richard Dehnert

Town Staff:

Town Manager Gayle Mabery
Utility Director Wayne Debrosky
Police Chief Pat Haynie
Assistant Town Manager, Janet Perry

Town Clerk/Finance Director Kathy Bainbridge
Community Development Director Sherry Bailey
Public Works Director Steve Burroughs

PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

Ellie Bauer, Clarkdale – Requested an accounting of the funds spent on the Clarkdale Sustainability Park.

Christine Schwab, Clarkdale – Had some questions which she will ask at a different time due to the Public Comment regulations.

INFORMATIONAL REPORTS

MAYOR'S REPORT – A report from the Mayor on current events.

1. Met with the Nature Conservancy, County, local officials, and conservationists to initiate a study that would define the economic benefits of the Verde River to the Verde Valley and how to quantify those benefits.
2. Met with the House of Representatives Water and Energy Committee in Phoenix for a Clarkdale Sustainability Park presentation.
3. Met with Lew Dodendorf's energy engineer's group for a Clarkdale Sustainability Park presentation.
4. Attended the Arizona Cities and Town Board meeting in Phoenix.

5. Met with Governor Brewer in Prescott regarding local issues and her philosophy.
6. Held a Clarkdale Sustainability Park presentation at the Orme Ranch School for the students.
7. Spoke with the Walton Family Foundation regarding grants available for water/river conservation programs in the Verde Valley.
8. Attended the Verde Pride Awards where he received the Verde Valley Citizen of the Year Award.
9. Gathered a group of people from the Water Advisory Committee regarding Senate bills which have since been withdrawn.
10. Held a Clarkdale Sustainability Park presentation for Town residents.
11. Traveled to Phoenix to receive recognition from the Arizona House of Representatives for the work on the Clarkdale Sustainability Park.
12. Met with the National Parks Service regarding their letter of concern about the Clarkdale Sustainability Park and settled their concerns.
13. Attended an organizational meeting with the Water Sustainability Water Conservation Recycling Efficiency and Energy Nexus working group, part of the Governor's Blue Panel on water.
14. Attended the Verde Valley Intergovernmental Meeting in Jerome.
15. Attended the all day Strategic Planning session with the Council and staff.
16. Attended the Verde Valley Regional Economic Organization (VVREO) Energy Committee meeting with members of various expertise, all committed to sustainability and renewable energy.
17. Met with the Technical Working Group - Bureau of Reclamation Central Highlands Water Resource Management Study – looking at 2050 water issues and are in the 2nd phase of their 4 phase study.
18. Met with Karen Fann, candidate running for Lucy Mason's position in Legislature, and discussed basic municipal core values.
19. Met with the Verde Valley Natural Resources Committee regarding the possibility of a new Technical Advisory Committee member.
20. Attended the Saint Patrick's Day parade with Vice Mayor Wiley.

TOWN MANAGER'S REPORT – A report from the Town Manager on current events.

1. Bill Peterson, ADOT Liaison, reported some I-17 closures between Sunset Point and Black Canyon City with construction on Monday through Thursday nights between 7am - 7pm for the next few weeks which will close the left lane.
2. Received notice from League regarding the new proposal from the Governor to disband the Arizona Department of Juvenile Corrections and transfer those responsibilities to the County, along with the shifting of cost, which possibly will come from shared revenues. Our portion could be \$15,000 - \$16,000. LTAF Funds may also be swept by the State which would be an additional amount of \$17,000 - \$18,000 for Clarkdale.
3. Town Manager Mabery presented the Mayor with the Verde Pride Award from the Cottonwood Chamber of Commerce, 2010 Citizen of the Year Award.

CAT – A report regarding the Cottonwood Area Transit – No Meeting.

COCOPAI – A report regarding the Coconino Yavapai Resource Conservation District - No Meeting.

VVLPI – A report regarding the Verde Valley Land Preservation Institute – Councilmember Williams reported no report.

NACOG - A report regarding the Northern Arizona Council of Governments – Vice Mayor Wiley reported that they met February 25th and reviewed a 150 page guideline for federal examiners to review Head Start, which happens every three years.

VVTPO – Report regarding the Verde Valley Transportation Planning Organization & other transportation affiliations – No Meeting.

NAMWUA - A report regarding the Northern Arizona Municipal Water Users Association – No Meeting.

VRBP – A report regarding the Verde River Basin Partnership. Mayor Von Gausig reported that on February 22, 2010 they met in Jerome and discussed getting funding for the partnership.

WAC - A report regarding the Yavapai County Water Advisory Committee. Mayor Von Gausig met with the Committee on February 17, 2010 and reviewed the Central Yavapai Highland Water Resource Management Study.

CONSENT AGENDA - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

- A. Approval of Minutes of the Common Council** - Approval of the minutes of the Regular Meeting held 02/09/10 and Special Meeting held 02/23/10.

- B. Claims** - List of specific expenditures made by the Town during the previous month.
February Check Log and PPE 2/13/10 and 2/27/10
- C. Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month's Board and Commission Meetings.
Board of Adjustments minutes of the meeting 2/24/10 - Cancelled
Design Review Board minutes of the meeting held 2/10/10
Heritage Conservancy Board minutes of the meeting 2/17/10 – cancelled & held 2/22/10
General Plan Update Committee minutes of the meeting 2/15/10 - Cancelled
Library Advisory Board minutes of the meeting 2/4/10 - Cancelled
Parks and Recreation Board minutes of the meeting held 2/10/10
Planning Commission minutes of the meeting held 2/16/10
- D. Proclamation – April 2010, As Substance Abuse Awareness Month** – Approval of a Proclamation declaring April 2010, Substance Abuse Awareness Month in the Town of Clarkdale.
- E. Resolution Adopting a Fair Housing Policy** – Approval of Resolution #1324 adopting a fair housing policy, making known its commitment to the principle of fair housing, and describing actions it shall undertake to affirmatively further fair housing.
- F. Resolution Making Appointments to the Heritage Conservancy Board** – Approval of Resolution #1325 amending Resolution #1314, making an appointment to the Heritage Conservancy Board.

Vice Mayor Wiley moved to accept the Consent Agenda items as prepared by staff. Motion seconded by Councilmember Williams. Motion approved unanimously.

NEW BUSINESS

PUBLIC HEARING FOR CDBG PROJECTS – Public Hearing to receive input regarding the use of FY10 Federal Community Development Block Grant (CDBG) funds.

The Town of Clarkdale is expected to receive approximately \$379,294.00 in FY10 Federal Community Development Block Grant (CDBG) funds from the Arizona Department of Housing Regional Account. CDBG funds must be used to benefit low to moderate income persons and areas, alleviate slum and blight, or address health hazards. Two public hearings are required to gather citizen input on the use of the CDBG funds.

The Town of Clarkdale held the first public hearing on December 8, 2009 at 6:00 PM in the Clark Memorial Clubhouse, Men's Lounge, 19 N. Ninth St., Clarkdale to gather citizen input on the use of the CDBG funds.

There was no public comment.

CDBG RESOLUTION SETTING PROJECT PRIORITY – Discussion and consideration of CDBG project selection and approve Resolution #1326 allowing staff to move forward with the submission of the FY10 Federal Community Development Block Grant (CDBG) funds.

The Town of Clarkdale is expected to receive approximately \$379,294.00 in FY10 Federal Community Development Block Grant (CDBG) funds from the Arizona Department of Housing Regional Account. CDBG funds must be used to benefit low-income persons and areas, alleviate slum and blight, or address urgent health hazards.

The following are the staff's suggested projects. They are identified and ranked for the Council's project recommendation:

CDBG Projects – Staff ranking list.

| <u>Rank</u> | <u>Project Type</u> | <u>Location</u> | <u>Approx. Cost</u> |
|-------------|--|--|---------------------|
| 1. | Lighting, Sidewalk & Bridge | | |
| | • Street Lighting / solar | Broadway Rd. / Patio Park / Lower Town | \$377,425 |
| | • Sidewalks / Curb / Gutter | Broadway Rd. / Patio Park / Lower Town – one side of street | |
| | • Bridge Reconstruction (Improvements) | One Lane / Bitter Creek (Reconstruction of bridge, directional signs both ends & R/R lighting - 4) | |
| 2. | Wastewater, Water | | |
| | • Connections Grants Program | Mingus Shadows Area (Residential connections existing line) | \$485,000 |
| | | 45 Residents Low / Mod. Income Lower Town | |
| | • Service Lines Grants Program | Lower Clarkdale (Water line replacement area) | |
| | | 7 Residents Low / Mod. Income Mingus Shadows | |
| 3. | Park | | |
| | • Rebuild / Refurbish | Caballero Park (Play surface Artificial Grass), Play Equipment, Fencing, Parking and Lighting) | \$375,000 |
| 4. | Roads | | |
| | • a) Resurface / Pavement | Rincon Dr, Hopi Dr, River Rat Rd, Rio Ln, Vista Ln, (New pavement, curbs, gutters, & chip seal existing) | \$403,250 |
| | • b) Resurface (chip seal) | Centerville neighborhood area | \$123,625 |
| | • c) New Road Construction | Connector road from (Calle Carrillo to Mingus Shadows Dr) | \$199,750 |
| 5. | Trails | | |
| | • Reconstruct / Rebuild | Trestle Bridge & Benatz Trail (Reconstruct surface, rebuild "Burnt out" trestle, continue Trail Third North St. to | \$348,325 |

Broadway road)

6. **Address ADA Issues**
 - Town Buildings (Fisher House, Town Complex Bld.) \$85,000
 - Street intersection Crosswalks (Town-Wide) \$266,000
 - Park ADA deficiencies (Centerville, Main Street & Caballero parks) \$379,000
7. **Studies**
 - Planning Grant Feasibility Study for Clarkdale Sustainability Park
Does not qualify

Vice Mayor Wiley moved to approve Resolution #1326, A Resolution of the Mayor and Common Council of the Town of Clarkdale Authorizing the Submission of an Application for FY10 Community Development Block Grant Funds, Certifying that said Application Meets the Community's Previously Identified Housing and Community Development Needs and the Requirements of the CDBG Program, and Authorizing All Actions Necessary to Implement and Complete the Activities Outlined in said Application along with accepting the prioritization of projects as presented by staff. Motion seconded by Councilmember Bohall. Motion approved unanimously.

UPDATE FROM STRATEGIC PLANNING – Update presentation on Town of Clarkdale 2010 Strategic Planning held February 26, 2010.

Mayor Von Gausig gave an overview of the Strategic Planning session and the goals staff will move towards during the next year.

STAFFING STRUCTURE & ORGANIZATIONAL DEVELOPMENT

- ❖ Adjust Work Flow and Service Delivery to Accommodate Loss of Two Eliminated Positions
- ❖ Restructure Assistant Town Manager Position and Responsibilities
- ❖ Explore Additional Voluntary Programs That Could Result in Staff Time Reductions
- ❖ Continue Monitoring Revenues and Expenses to Determine Impacts on Staffing Levels and Service Delivery

DELIVERY OF TOWN SERVICES

- ❖ Explore Opportunities to Supplement Staff Resources By Addressing Efficiency/Organization of Boards and Commissions
- ❖ Increase Volunteerism and Identify Roles for Volunteers to Provide in Clarkdale
- ❖ Explore Job Training, Safety and Liability Issues for Volunteer Programs
- ❖ Communicate Impacts on Services That Result from Staff Reductions
- ❖ Explore Further Special Projects and Grants that Utilize/Provide Opportunities to Utilize Existing Town Staffing Resources

FINANCIAL PLANNING AND ADMINISTRATION

- ❖ Develop Trial Budget and Hold Trial Budget Public Meetings
- ❖ Formulate Depreciation Policy

- Evaluate Appropriate Reflection of Depreciation in General Fund, Enterprise Funds and Streets Fund
- ❖ Recommend Wastewater/Water Rate Structures
 - Evaluate the establishment of a target for gpcd
 - Evaluate water rate tier structure; incentivize low water use
- ❖ Develop Sanitation Capital Fund Policy & Evaluate Rate Structure in Sanitation Fund
- ❖ Define Policy for Fund Balances
- ❖ Define Cemetery Financial Strategy
 - Explore Conversion of Cemetery From Enterprise Fund to General Fund
 - Evaluate Cemetery Fee Schedule and Policies For Payment of Fees

SUSTAINABILITY

- ❖ Explore Options to Ensure that Sustainability is part of the Culture of Decision Making in Clarkdale
- ❖ Pursue Water Adequacy Designation

ECONOMIC/COMMUNITY DEVELOPMENT

- ❖ Economic Development
 - Work with Property Owners in Downtown Business District to Explore Resources for Building Preservation
 - Explore Regional Enterprise Zone
 - Clarkdale Sustainability Park
 - Secure Outside Funding for Project Administration of CSP
 - Focus on Water Reclamation Project as 1st Phase of CSP
 - Consider Plasma Conversion Technology as one Long Range Option, Recognize Plasma Conversion Challenges as an Obstacle to Short Term Consideration
 - Ensure the Feasibility Study Has Full Evaluation of All Potential Sites for the CSP, Remain Open to the Use of Any of the 3 Identified Sites
- ❖ Land Use/Community Development
 - Amend Development Agreement for The Highlands Subdivision
 - Explore Wastewater Collection Options
 - Discuss Public vs Private Parks in Subdivision
 - Explore Options to Address Requirement for Public Facility
 - Annexation of Clarkdale Metals Property North of Existing Town Boundary
 - Explore Boundary Agreement with Town of Jerome

PARTNERSHIPS, COMMUNICATIONS & INFORMATION TECHNOLOGY

- ❖ Retain and Enhance Existing Partnership with League of AZ Cities and Towns
- ❖ Approach Legislative Advocacy As a Shared Responsibility Among Mayor and Council
- ❖ Strengthen Relationship with Clarkdale Chamber of Commerce

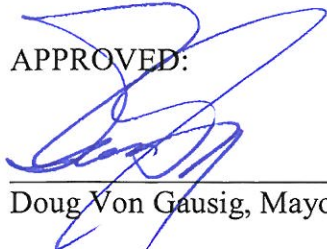
- ❖ Strengthen Relationship with Verde Valley Regional Economic Organization (VVREO)

FUTURE AGENDA ITEMS - Listing of items to be placed on a future council agenda

No future items brought forward.

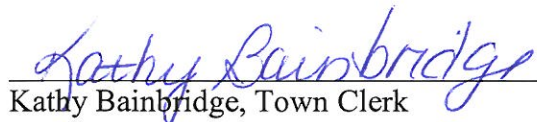
ADJOURNMENT 6:50 PM

APPROVED:



Doug Von Gausig, Mayor

SUBMITTED/ATTESTED:



Kathy Bainbridge, Town Clerk